

State of Hawaii  
Department of Public Safety  
Hawaii Paroling Authority

**Addendum B**

**June 6, 2008**

**To**

**Request for Proposals**

**RFP No.: PSD 08-HPA-38  
PRE-EMPLOYMENT, JOB DEVELOPMENT, AND  
JOB PLACEMENT SERVICES FOR PAROLEES ON  
THE ISLAND OF OAHU**

May 12, 2008

June 6, 2008

**ADDENDUM NO. B**

To

**REQUEST FOR PROPOSALS  
PRE-EMPLOYMENT, JOB DEVELOPMENT, AND JOB PLACEMENT  
SERVICES FOR PAROLEES ON THE ISLAND OF OAHU  
RFP No.: PSD 08-HPA-38**

The Department of Public Safety, Hawaii Paroling Authority is issuing this addendum to RFP No.: PSD 08-HPA-38, PRE-EMPLOYMENT, JOB DEVELOPMENT, AND JOB PLACEMENT SERVICES FOR PAROLEES ON THE ISLAND OF OAHU for the purposes of:

- ☒ Responding to questions that arose at the orientation meeting of May 16, 2008 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- ☐ Amending the RFP.
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended to <new date>.
- ☒ is not amended.
- ☐ for Final Revised Proposals is <date>.

Attached is (are):

- ☒ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☐ Amendments to the RFP.
- ☐ Details of the request for final revised proposals.

If you have any questions, contact: Marc S. Yamamoto, telephone (808) 587-1215  
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Responses to Question Raised by Applicants  
For RFP No.: PSD 08-HPA-38 , PRE-EMPLOYMENT, JOB DEVELOPMENT, AND  
JOB PLACEMENT SERVICES FOR PAROLEES ON THE ISLAND OF OAHU

1. How many referrals can be expected per month? Is it a constant number or are referrals made in batches, ie when they return from the mainland?

**Response:** *HPA is not able to predict how many referrals per month. We have not gone over 10 referrals per month since we started, but it would be difficult to predict due to the economic situation.*

2. What is the typical profile of the parolee who will be referred to this contract? Work experience? Education level? Gender? Age? Children? Barriers to employment besides status?

**Response:** *We have not kept a profile, however, most have had little work experience and limited local ties.*

3. Will intensive Supervision Parolees be included in these referrals?

**Response:** *Yes, we would like to refer all parolees, including ISP and sex offenders.*

4. What is the total funding amount available for this contract?

**Response:** *Refer to page 2-2, Section 2.I.F "Probable Funding..."*

5. What kind of information will be forwarded to us from the referring officer? Past record can affect a person's qualification for certain jobs (abuse, theft, etc.

**Response:** *The provider can create a referral sheet and ask for specific information when referral is made. Depending on the information, a consent to release form may need to be included with the referral sheet.*

6. Who will provide other supports to the parolee? ie housing, medical care, etc? These will impact on job performance?

**Response:** *Parolees would be required to seek help from other state agencies. Medical: DHS. As for housing, we would not release an inmate on parole if he did not have appropriate housing.*

7. Will the Paroling Authority pay for uniforms and equipment needed for the job (eg safety shoes)?

***Response: NO***

8. Is there going to be any coordination between Paroling Authority and DVR?

***Response: We have utilize DVR services in the past, however, parolee would not be referred to this contract and DVR at the same time.***

9. Page 2-9, Section 2, item IV, The paragraph after the deleted section (starting with "Provider shall..." and ending with "...back to the PROVIDER." refers to the deleted section. Shouldn't this paragraph also be deleted?

***Response: No, service unit costs should follow the format of the deleted text.***

***Add the following:***

***The applicant shall provide the following service unit rates per parolee(include all taxes, and shall be the all-inclusive cost to the Hawaii Paroling Authority):***

<b><i>Assessment</i></b>	<b><i>\$_____ per assessment (minimum 1 hour)</i></b>
<b><i>Pre-Employment Training</i></b>	<b><i>\$_____ (minimum 12 hours)</i></b>
<b><i>Life Skills Training</i></b>	<b><i>\$_____ per module (minimum 12 hours)</i></b>
<b><i>Initial Employment Placement</i></b>	<b><i>\$_____ per placement per parolee</i></b>
<b><i>Completed Employment (30 day-Retention)</i></b>	<b><i>\$_____ per placement per parolee</i></b>

10. The first sentence under section V.A. on page 3-4 requires the applicant to use the "...pricing structure designated by the state-purchasing agency." However, without the deleted section on page 2-9 there does not seem to be a designated pricing structure. What is the designated pricing structure, or should this sentence on page 3-4 also be deleted?

***Response: Refer to response to item 9 above.***

11. Please clarify if the pricing structure is based on a cost reimbursement method of payment or if we are required to propose an itemized list of fees for service components. The only reference regarding the price in the Proposal Evaluation is the 5 points for "Competitiveness and reasonableness of unit of service" Can we assume that this "unit of service" (which is stated in the singular case, not the plural case) refers to the average cost per parolee served, or does it refer to something else?

***Response: Refer to response to item 9 above.***